Converting Between Microsoft® Word 6.0 for Windows NT™ and WordPerfect® 5.x and 6.0/6.1

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Converting Between Microsoft Word 6.0 and WordPerfect 5.0, 5.1, and 5.2

The WordPerfect 5.*x* converter for Word 6.0 for Windows NT allows to you import WordPerfect 5.0 and 5.1 for MS-DOS® and WordPerfect 5.1 and 5.2 for Windows® documents to Word 6.0 for Windows NT and allows you to save Word 6.0 for Windows NT documents in WordPerfect 5.x format.

Numbering/Outline Features
WordPerfect's Numbering/Outlining features are converted to SEQUENCE fields in Word by default. To convert WordPerfect's Numbering/Outlining features to Word's paragraph numbering features, follow the steps below:

1. From the Windows NT Program Manager, run File Manager, select the document Mstxtcnv.ini, located in your Windows directory, and choose Open from the File menu. The Mstxtcnv.ini file is opened into Notepad.

2. In Mstxtcnv.ini, locate the section [WordPerfect5Conv]. Add the following entry on a new line after the last existing entry in the section:

   FavourSequenceFields=No

3. Choose Save from the Notepad File menu, and quit Notepad and File Manager.

   When you convert WordPerfect 5.x documents, WordPerfect's numbering features will now be converted to Word's numbering features.

Note
Converting a document from Word format to WordPerfect format and back again may cause the loss of some formatting (for example, fonts, justification, styles, and mail merge) unless you load, paginate, and save the converted document in WordPerfect before converting back to Word.

The following table lists features that are not converted, are not supported in one product or the other, or that require some comment. "Yes" means the feature exists in both products and is converted from one product to the other. "No" means the feature exists in both products but is not completely converted between the two. "N/S" means the feature is not supported in one of the products or is not converted completely between products.

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
Character Formatting			
All caps	Yes	N/S	All caps formatting becomes all capital letters.
Character spacing (condensed, expanded)	No	N/S	
Hidden	Yes	N/S	Hidden text in Word becomes WordPerfect Comment text.
Kerning	Yes	Yes	
Strikethrough	See comment	See comment	WordPerfect strikeout becomes strikethrough formatting in Word; WordPerfect redlining becomes revision marking in Word. Word strikethrough formatting converts to strikeout in WordPerfect; Word revision marking converts to WordPerfect redlining.
Word and letter spacing	N/S	No	
Paragraph Formatting			
[Center]/[Flsh Rgt] codes	N/S	See comment	From WordPerfect to Word, Center and Flush Right codes convert to center and right-aligned tab stops.
Leading adjustment/baselines	N/S	See comment	From WordPerfect to Word, only Secondary Leading Adjustment (between paragraphs) is converted; it is converted as space after paragraph.
First-line indents	Yes	Yes	First-line indents are created with tabs in WordPerfect.
Page break before	Yes	N/S	Approximated with a page break in WordPerfect.
Space before/after paragraphs	Yes	N/S	Approximated with blank lines in WordPerfect.
Tab leaders	See comment	Yes	Dot tab leaders, minus sign tab leaders, and underscore tab leaders are converted to the same tab leaders in Word. All other WordPerfect tab leaders become dot leaders in Word.
Section Formatting			
Margins	Yes	Yes	Word margins are measured from the paper's edge to body text; WordPerfect margins are measured from the edge to the header. The conversion adjusts the margins as needed to preserve page layout. If you experience problems with margins (for example, if they are set outside the printable range in Word),

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
			choose Page Setup from the File menu, select the Margins tab and click OK. If margins need to be adjusted, Word will ask to fix them.
Newspaper columns	Yes	Yes	
Parallel columns	N/S	See comment	From WordPerfect to Word, parallel columns convert to tables. If a parallel column layout contains a page-anchored box, the entire parallel column converts to newspaper columns.

Tables

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
Tables	Yes	Yes	Vertical merging of cells is not converted from WordPerfect to Word.
Table formulas/math	No	No	
Decimal table cell alignment	N/S	See comment	Converted to right paragraph alignment.

Document Formatting

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
Footnotes	Yes	Yes	Footnotes placed at end of sections in Word are converted to endnotes since WordPerfect doesn't have sections. WordPerfect custom footnote marks are added to automatic numbering in Word.
Gutter margins, widow control, paper size	Yes	Yes	

Other Features

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
Advance	Yes	Yes	WordPerfect advance codes are converted to ADVANCE fields in Word. Advance codes that have the effect of advancing text upward on a page cannot be fully emulated in Word. Absolute vertical advance in headers is not converted.
Annotations	Yes	N/S	Annotations become WordPerfect Comment text.
Equations	See comment	See comment	From Word to WordPerfect, equation objects are converted as editable equation boxes. Equation fields are not converted from Word to WordPerfect. From WordPerfect to Word, equations are converted as editable equation objects.
Extended characters	Yes	See comment	Not all of the extended characters that are available in WordPerfect are converted.
Macros	No	No	
Outlining/paragraph	Yes	Yes	All are converted to SEQ (sequence)

Feature	Word 6.0 to WordPerfect 5.x	WordPerfect 5.x to Word 6.0	Comments
numbers			fields by default in Word.
Print merge commands	Yes	Yes	Word data source documents can be either tab- or comma-delimited or in table format to convert to WordPerfect. Word automatically converts WordPerfect secondary files to Word data source document format. Conditional print merge constructs and macros are lost when converting to Word.
Styles	Yes	See comment	From WordPerfect to Word, styles containing paragraph formatting codes convert to paragraph styles. WordPerfect styles containing only character formatting convert to character styles in Word. Text contained in a style is converted as normal text.
Subdocuments (INCLUDE field)	Yes	See comment	WordPerfect master documents and subdocuments convert to Word master documents and subdocuments. Word master documents and subdocuments convert to WordPerfect master documents and subdocuments.
Text boxes/lines	Yes	Yes	Some text boxes and lines convert to Word drawing layer objects. Drawing layer objects are visible only in page layout view and print preview, and when printing. Drawing layer objects will not appear in normal view.
PRIVATE field codes	N/S	See comment	PRIVATE fields are inserted by the WordPerfect converter to preserve information needed to accurately save the document back to WordPerfect format. These fields should not be edited and have no effect on the document.

Converting Between Microsoft Word 6.0 and WordPerfect 6.0 and 6.1

The WordPerfect 6.*x* converter allows you to import WordPerfect 6.0 for MS-DOS and Windows and WordPerfect 6.1 for Windows documents to Word 6.0 for Windows NT. This converter cannot be used to save a Word document in WordPerfect 6.*x* format.

Font Mapping
If a font does not seem to be mapped correctly after conversion, reopen the document in WordPerfect 6.0 to confirm the original font. If the original font in the document is not on the system, WordPerfect 6.0 displays in the status bar the name of the font it mapped it to, followed by the name of the original font in parentheses. WordPerfect 6.1 displays only the name of the font it mapped the font to when the original font is not available.

Note
If the document being converted was originally created in WordPerfect 5.x and you are experiencing layout problems during conversion, if you have access to WordPerfect 6.x, try the following. Reopen the document in WordPerfect 6.x, press CTRL+END or scroll to the end of the document, and resave the document in WordPerfect 6.x format before again converting to Word 6.0.

The table below lists only features that require some comment or features that are not converted from WordPerfect 6.x to Word 6.0. "Yes" means the feature exists in both products and is converted from WordPerfect 6.x to Word 6.0. "Not converted" means the feature is not converted between the two products.

Feature	WordPerfect 6.x to Word 6.0	Comments
Character Formatting		
Strikethrough and redlining	Yes	WordPerfect strikeout becomes strikethrough formatting in Word; WordPerfect redlining becomes deletion revision marking in Word.
Kerning	Not converted	
Word and letter spacing	Not converted	
Paragraph Formatting		
[Center]/[Flsh Rgt] codes	Yes	Center and Flush Right codes convert to center and right-aligned tab stops and tabs.
Back tabs	See comment	Back tabs that are preceded by text are not converted.
Default tabs	See comment	Trailing default tabs at ends of lines are not converted.
Tab leaders	See comment	Dot tab leaders, minus sign tab leaders, and underscore tab leaders are converted to the same tab leaders in Word. All other WordPerfect tab leaders become dot leaders in Word.
Keep text together properties	Not converted	
Leading adjustment between lines/baselines	Not converted	
Paragraph margins	Yes	WordPerfect paragraph margins are converted to left and right paragraph indents in Word.
Spacing between paragraphs	Yes	Spacing between paragraphs in WordPerfect is converted to spacing after paragraph format in Word.
Styles	Not converted	Style contents are converted as direct formatting in Word.

Feature	WordPerfect 6.x to Word 6.0	Comments
Other Features		
Advance	Yes	
		Advance codes are converted to ADVANCE fields in Word. Advance codes that have the affect of advancing text upward on a page cannot be fully emulated in Word. Absolute vertical advance in headers is not converted.
Bookmarks	Not converted	
Borders and fill (for column, page and paragraph)	Not converted	
Captions	Not converted	
Chapter and volume numbers	Not converted	
Comments	Yes	Comments become annotations in Word. Comments in headers, footers, footnotes, and endnote text are not retained in Word.
Contour wrap for graphics boxes	See comment	Contour wrap is converted to square wrap (wrap around property) in Word, since Word does not support Contour wrap.
Cross-references and hypertext links	Not converted	They are retained as plain text in Word.
Drop cap	Not converted	
Equations	Yes	Equations are converted as editable equation objects.
Footnotes	Yes	Custom footnote marks are converted to automatic numbered marks. If the numbering format of notes is changed in a document, the notes numbered with the new format are converted as custom notes.
Index and lists	Not converted	They are retained as plain text in Word.
Insert filename	Not converted	
Labels and bar codes	Not converted	Text of labels is retained in Word.
Line numbers	Not converted	
Macros	Not converted	
Margins	Yes	Word margins are measured from the paper's edge to body text; WordPerfect margins are measured from the top and bottom edge of the page to the top of the header and bottom of footer, respectively. The conversion adjusts the margins as needed to preserve page layout. If you experience problems with margins (for example, if they are set outside the printable range in Word), choose Page Setup from the File menu, select the Margins tab, and choose OK. If margins need to be adjusted, Word will ask to fix them.
Merge codes	Not converted	Merge constructs and macros are lost when converting to Word.
Outlining/paragraph numbers/counters	Yes	All are converted to SEQ (sequence) fields in Word.

Feature	WordPerfect 6.x to Word 6.0	Comments
Page features (center page, page binding, and subdivide pages)	Not converted	
Parallel columns	See comment	Parallel columns convert to tables.
Table vertical cell merge, cell alignment, formulas/math	Not converted	
Text boxes/lines	Yes	Some text boxes and lines convert to Word drawing layer objects. Drawing layer objects are visible only in page layout view and print preview, and when printing. Drawing layer objects will not appear in normal view.
		Graphics boxes that are anchored to a page or paragraph, have wrap-around text, and are located in tables, parallel columns, or headers/footers, are converted to boxes with wrap-through in Word. In most cases these boxes become drawing layer objects in Word.
		All graphics lines are converted as solid lines.
Watermarks	Not converted	
WordPerfect characters	Yes	If the WordPerfect fonts containing the characters are available on the system, all the characters are converted. If one or more of these fonts are not available, some characters may not be converted.